



Beginning of Residency

The licensee shall develop and implement written policies and procedures for resident intake and admission which include:

Admission criteria.

1. Contact intake team and go through intake process
2. Age Requirement: 18+
3. Have a desire to remain sober
4. Ability to pass a urine test
5. Ability and willingness to sign Code of Conduct, Consent to Residency / Resident Rights, Orientation Handbook

Requirements to complete residency and receive Graduation Certificate:

- a. Obtain at minimum 180 days of sobriety, a minimum of which 90 days were in a Savage Sisters Recovery Home.
- b. Obtain Gainful Employment.
- c. Have secured an AA / NA Sponsor, a homegroup, a homegroup commitment, and started the 12 step process.
- d. Have consistently attended at least one of the programs offered, i.e Cognitive Behavioral Therapy, Kickboxing, Yoga.

Criteria for termination of residency:

Manager Training, Residency Termination Policy:

- e. In the case of a relapse, we not only understand it, we anticipate it. Remember to breathe and be calm and reassuring with the individual as often as possible. **Contact** the Property Manager or Program Director and get them the emergency contact information. **Safety first.** Ensure all residents are not in the area where you are handling the person who has relapsed. Get information. **Are they currently intoxicated?** No judgment. This is important in order to be as prepared as possible in case of accidental overdose. **Search.** Make sure there are no drugs or paraphernalia on property. Discuss calmly and patiently what the individual would like to do, and provide options. Options we can assist with include assisting into a treatment facility. We can call rehabs, find an available bed, and transport the individual to treatment at no cost to them. We can also offer to hold their bed, though this option is open at the discretion of the Program Director. Another option is to offer contact information for other Recovery home operators in case they would prefer to transfer to



187 Meredith Ave
Bryn Mawr PA 19010

another recovery home. If they refuse these options, and insist on leaving the home and going back onto the streets, suggest calling their emergency contact together, and inform them that you will have to contact their emergency contact either way. Do not allow the other residents to be involved in this process as it can cause confusion, discomfort and embarrassment. If the individual is highly intoxicated and not responsive to redirection, belligerent or violent contact the authorities for assistance. After that contact the Property Manager or the Program Director. If a resident chooses to simply leave, ensure they take a Narcan with them, and immediately contact their emergency contact.

Criteria for Termination of Residency:

- f. In the case of a graduation, Residents last week are sponsored, Graduation Certificate is provided, and if requested, transportation is provided to their new home. Additionally, beginning a fundraiser to help the resident overcome the costs of moving out into individual living is an option. Residents can graduate after 180 days of continuous sobriety, with a minimum of 90 days spent in a Savage Sisters Recovery home. The maximum amount of time residents can spend as a resident, without being promoted to a House Manager, is 18 months. If a resident has been in the home for 18 months, and is not being promoted to a House Manager, the resident will be provided 30 days until Graduation. Upon Graduating, the resident will be provided a one week scholarship, and must move out at the end of that week.

If a resident is dismissed from the program, they are entitled to an appeals process. The resident is allowed to make an appeal at the time of being notified of dismissal. The appeals process will take up to 24 hours. The appeal will be reviewed by the Executive Director, Director of Operations, and Property Manager. If the resident is not a danger to the other residents of the home, the resident is allowed to remain on property during the appeals process. If the resident is a danger to the other residents of the home, the decision is to be provided to them by phone, or email.